

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

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In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Technology Policy Institute

Travel date(s): August 20-23, 2017

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	1123.61	573.28	483.65	
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

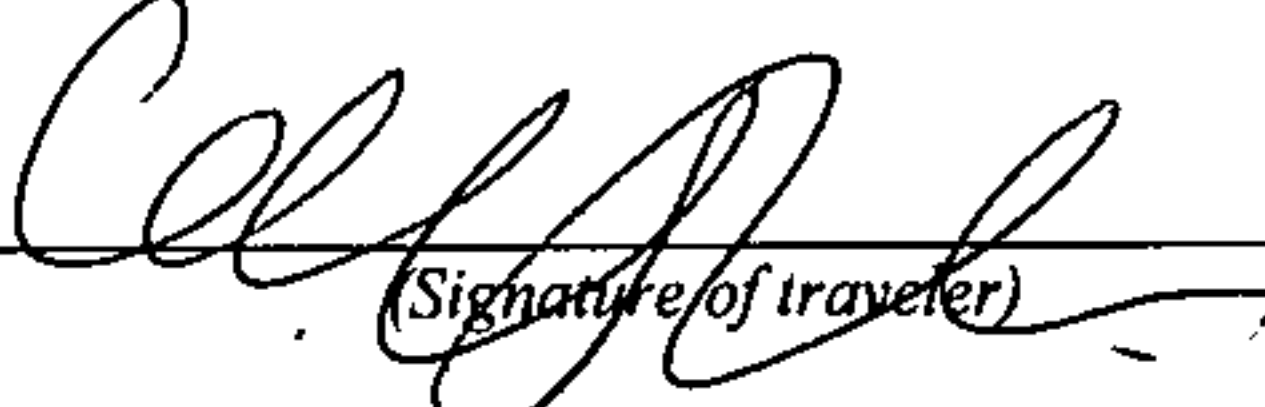
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

Attended panel discussions on artificial intelligence, broadband, internet governance, net neutrality, and lunches with guest speakers on international internet governance and FCC broadband policy.

9/20/17
(Date)

Crystal Tully
(Printed name of traveler)


(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/20/17
(Date)


(Signature of Supervising Senator/Officer)

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

FOR

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Technology Policy Institute solely organizes the Aspen Forum. This includes inviting all speakers and participants, planning discussions and panel topics, and all logistical arrangements. TPI receives general support from a variety of organizations but none is earmarked for specific activities, including this event.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

Technology Policy Institute hosts this event to gather leaders from business, government and academia to discuss and debate key public policy issues affecting innovation, technology and communications.

Congressional staff are given the opportunity to attend this forum and speak on these policy issues.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The TPI Aspen Forum is the only trip we organize outside of DC, and it is done without regard to Congressional participation. We have had Senate and House staff participate in discussion panels in 6 of the 8 years we have hosted this conference.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

In addition to hosting the Aspen Forum, the Technology Policy Institute produces research and hosts briefings, conferences and discussion panels on technology policy issues in order to educate policymakers.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input type="checkbox"/> Good Faith estimate <input checked="" type="checkbox"/> Actual Amounts	1123.61	573.28	483.65	

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This event is arranged without regard to congressional participation.

18. Reason for selecting the location of the event or trip

The event is hosted at the St. Regis in Aspen, CO. It is easily accessible from both the east and west coasts. It is intended to attract speakers and participants from both Washington DC and Silicon Valley.

19. Name and location of hotel or other lodging facility:

Hotel Aspen, 110 W. Main Way, Aspen, CO 81611

20. Reason(s) for selecting hotel or other lodging facility:

The Hotel Aspen is within walking distance of the conference venue. The rate is cheaper than the St.

Regis negotiated group rate.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging selected is the cheapest rate in proximity to the conference venue. Every attendee, including other government employees, receive the same meal options. Efforts are made to contain costs with respect to all aspects of the event.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Round-trip, economy class airfare is provided.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:

Name and Title: Scott Wallsten, President & Senior Fellow

Name of Organization: Technology Policy Institute

Address: 409 12th Street SW, 700, Washington, DC 20024

Telephone Number: 202-828-4405

Fax Number: N/A

E-mail Address: abenjamin@techpolicyinstitute.org

(Do not file the Instructions with OPR)

- The Senate Select Committee on Ethics (“Ethics Committee”) has developed guidelines for evaluating privately-sponsored trips and for judging whether trip expenses are reasonable. Trip sponsors should consult the *Senate Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, prior to filling out the *Private Sponsor Travel Certification Form* and contact the Ethics Committee at (202) 224-2981 with any additional questions. The Ethics Committee will make the final determination as to whether the expenses incurred during a privately-sponsored trip are reasonable.
- If there are multiple sponsors, they should jointly complete one *Private Sponsor Travel Certification Form* for the trip. Each travel sponsor should complete the signature block.
- When evaluating a trip proposal and judging the reasonableness of expenses, the Ethics Committee will consider the following factors:
 - a. the stated mission of the organization sponsoring the trip;
 - b. the organization’s prior history of sponsoring congressional trips, if any;
 - c. other educational activities performed by the organization besides sponsoring congressional trips;
 - d. whether any trips previously sponsored by the organization led to an investigation by the Select Committee on Ethics;
 - e. whether the length of the trip and the itinerary is consistent with the official purpose of the trip;
 - f. whether there is an adequate connection between a trip and official duties;
 - g. the reasonableness of the total amount spent by a sponsor of the trip;
 - h. whether there is a direct and immediate relationship between a source of funding and an event;
 - i. the maximum *per diem* rates for official Federal Government travel published annually by the General Services Administration, the Department of State, and the Department of Defense;
 - j. whether travel to a location or event is arranged or organized without regard to congressional participation, or whether it is specifically organized for Congressional staff; and
 - k. any other factor deemed relevant by the Select Committee on Ethics.

Consult the *Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, for further discussion of these factors.

- Responses to each question should be brief, consistent with the requirement to provide all relevant information. Attach additional pages, as necessary.
- To allow sufficient time for the Ethics Committee to review requests for privately sponsored travel, the participating Senate Members, officers, and employees must submit the completed form to the Ethics Committee at least **thirty (30) days** before the date of the proposed trip.

Filling out the Private Sponsor Travel Certification Form (Question by Question Instructions)

1. *Sponsor(s) of the trip (please list all sponsors):* A sponsor of a trip is any person, organization, or other entity contributing funds or in-kind support for the trip. A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip. If Members, officers, and employees are participating in an event or fact-finding trip in connection with their duties, they may accept necessary travel expenses only from the event or trip sponsor.
2. *Description of the trip:* Provide a brief statement about the purpose of the trip.
3. *Dates of travel:* Provide the dates of departure and return.
4. *Place of travel:* Provide the destination(s) for the trip.
5. *Name and titles of Senate invitees:* Provide the name and title for each Senate Member, officer, or employee who is invited on the trip.
6. *I certify that the trip fits one of the following categories:* A Senate Member, officer, or employee may accept privately sponsored travel only from sponsor(s) of a trip that fits one of the categories listed. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standard.
7. *Financing of the trip, earmarked funds and in-kind contributions:* Senate Members, officers, and staff may not accept privately-sponsored travel funded by a registered lobbyist or foreign agent. Members, officers, and staff may not participate in privately-sponsored travel when the sponsors accept funds or in-kind contributions earmarked for this particular trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal. Earmarking includes any direction, agreement, or suggestion -- formal or informal -- to use donated funds, goods, services, or other in-kind contributions for a particular trip or purpose.
8. *Lobbyist/agent of a foreign principal involvement:* Senate invitees may not participate in trips planned, organized, arranged, or requested by a lobbyist or foreign agent in more than a *de minimis* way, which means negligible or inconsequential. It would be considered inconsequential for one or more lobbyists or foreign agents to serve on the board of an organization that is sponsoring travel, as long as the lobbyists or foreign agents are not involved in the trip. It is also permissible for a lobbyist to respond to a trip sponsor's request to identify Senate invitees with interest in a particular issue relevant to a planned trip. However, a lobbyist is not allowed to solicit or initiate communication with a trip sponsor, have control over which Senate employees are invited on a trip, extend or forward an invitation to a participant, determine the trip itinerary, or be mentioned in the invitation.

Example: A trip sponsor that is a § 501(c)(3) non-profit organization asks a lobbyist to recommend staffers who might be most interested in joining a trip to the U.S.-Mexican border. If a lobbyist knows a staffer who has a particular interest in the DEA's activities at the border, then providing that information (in light of the trip sponsor's request), in and of itself, would not exceed a *de minimis* level of participation, and would be permitted. However, it would not be permissible for the lobbyist to initiate contact with the trip sponsor to suggest that a particular Senate staffer be invited or forward an invitation to that staffer. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standards.

9. *Lobbyist/agent of a foreign principal accompaniment standards:* Senate Members, officers, and staff may not accept privately-sponsored travel from an entity that retains or employs one or more federally-registered lobbyists or foreign agents unless one of the listed scenarios applies. *At any segment of the trip* means lobbyists may not accompany the Senate invitee for parts of the travel to and from the event (not at the event itself or the location being visited). *At any point throughout the trip* means lobbyists may not accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited, other than in a *de minimis* way. This is a broader prohibition than the *at any segment of a trip* standard.

"De minimis" exception: Both lobbyist/agent of a foreign principal "accompaniment" prohibitions include a *de minimis* exemption. *De minimis* means negligible or inconsequential. The mere coincidental presence of a lobbyist or foreign agent at an event would likely be considered *de minimis*. But in making the final determination, the Ethics Committee will consider the totality of the circumstances, including the amount of time lobbyists or foreign agents are present at the event; the amount of direct contact they have with Senate invitees; and the amount of control a trip sponsor has over their presence or contact with Senate guests. For example, if the trip includes attendance at an event considered widely-attended under Rule 35(1)(c)(18), the trip sponsor is unlikely to know all attendees present. Thus, it is likely to be permissible for such widely-attended events to include both a Senate guest and a lobbyist. Similarly, an organization cannot possibly know all the other passengers taking the same flight or other common carrier to a given destination. Accordingly, the sponsor does not need to certify that it knows for certain that no lobbyist or foreign agent will be on such a common carrier.

10. *If travel includes two overnight stays:* The Ethics Committee may approve two overnight stays for trips sponsored by an entity that employs or retains one or more lobbyists or foreign agents under certain conditions. Consult Committee regulations for additional information.
11. *An itinerary for the trip is attached to this form:* The Ethics Committee will not review the trip request without a detailed (hour-by-hour), complete and final itinerary for the trip. As a general matter, the Ethics Committee advises that each travel day contain a minimum of 6 hours of officially-related activities for Senate invitees.
12. *Briefly describe the role of each sponsor in organizing and conducting the trip:* A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip.
13. *Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:* Provide a brief description of the stated mission of each sponsor and how it relates to the trip.
14. *Briefly describe each sponsor's prior history of sponsoring congressional trips:* Provide a brief discussion of the sponsor's history of sponsoring congressional travel. It is not necessary to list every trip.
15. *Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):* Provide a brief description of the educational activities performed by each sponsor. It is not necessary to list every individual activity; the description may be by kind or category of educational activity involved.
16. *Total expenses for each participant:* Indicate whether the figures provided are actual amounts or good faith estimates by checking the appropriate box. All trip expenses should be included. Expenses other than those for transportation, lodging, and meals must be individually listed and specified. Attach additional pages as necessary.

17. *Congressional participation:* For events that are arranged without regard to congressional participation (for example, annual meetings, conferences, seminars, and symposiums of trade associations, professional societies, business associations, and other membership organizations), the Ethics Committee may, but is not required to, allow Senate Members, officers, and employees to accept lodging and meal expenses that are commensurate with what is customarily provided to non-congressional attendees in similar circumstances. For events specifically arranged around congressional participation, lodging, meal expenses and other expenses must be "reasonable" in accordance with Ethics Committee regulations.
18. *Reason for selecting the location of the event or trip:* The location of the trip *must be related to its purpose*. A brief but detailed description of the reason for the selection of the location must be provided.
19. *Name and location of hotel or other lodging facility:* Include the exact name and address of the hotel or other lodging facility.
20. *Reasons for selecting hotel or other lodging facility:* Provide an explanation of the sponsor's rationale for selecting the particular lodging, include information such as proximity to the airport or site to be visited.
21. *Describe how the daily expenses for lodging, meals, and other expenses provided to trip participant compare to the maximum per diem rates for official Federal Government travel:* Where feasible and available, trip expenses for lodging and meals should generally be comparable to the government *per diem* rates. The circumstances surrounding a particular trip may legitimately require lodging and meal expenses to exceed these rates. Consult the Ethics Committee regulations for additional information.
22. *Describe the type and class of transportation being provided:* While coach or business-class fare may be accepted, first-class fare for any mode of transportation may be permitted only under limited conditions and only with specific prior written approval by the Ethics Committee. Transportation on a private or charter aircraft is not permitted for privately-sponsored travel under any circumstances.
23. *Expenses for recreational activity, alcohol, or entertainment:* The only recreational or entertainment activities that will be approved by the Ethics Committee are those that are provided to all attendees and are an integral part of an event. Alcoholic beverages are not considered to be a reasonable expense.
24. *List any entertainment that will be provided to, paid for or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:* Entertainment expenses that are not provided to all attendees and deemed an integral part of the event will not be approved by the Ethics Committee.
25. *Certification:* Each sponsor of a trip should sign the form and certify that the information is complete and correct. Attach additional pages with the certification and signature block, as necessary, for each trip sponsor.

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Crystal Tully

Employing Office/Committee: Senate Committee on Commerce, Science & Transportation

Private Sponsor(s) (list all): Technology Policy Institute

Travel date(s): August 20-22, 2017

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Aspen, Colorado

Explain how this trip is specifically connected to the traveler's official or representational duties:

I have been invited to participate in a panel discussion on net neutrality which is a major issue within my portfolio. The remainder of the agenda is also square within the issue areas that I am responsible for on the Committee. These issues include: the Internet of Things, spectrum, privacy, and Internet governance.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

(Date)

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, John Thune hereby authorize Crystal Tully
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

7-19-17
(Date)

John Thune
(Signature of Supervising Senator/Officer)

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Private Sponsor Certification - Page 1 of 4

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☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

- The Technology Policy Institute solely organizes the Aspen Forum. This includes inviting all speakers and participants, planning discussions and panel topics, and all logistical arrangements.

- The Technology Policy Institute is a 501c3 think tank whose research focuses on technology policy and related regulation. Our mission is to advance knowledge and inform policymakers by producing independent research and organizing conferences on issues effecting technology policy.

- The TPI Aspen Forum is organized without regard to congressional participation. We have hosted congressional staffers to participate in discussion panels most prior years we have held the conference. This included both House and Senate staffers.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Technology Policy Institute produces independent research and hosts events on technology

policy issues in order to inform policymakers.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$750 Airfare, \$100 for cab/parking	\$500 + tax	\$500	\$500 registration fee is comped for academic, non-profit and government speakers

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The event is arranged without regard to congressional participation.

18. Reason for selecting the location of the event or trip

The event is hosted at the St. Regis in Aspen, CO as it is a mid-way point between the coasts.

It is intended to attract speakers from both Washington, DC and Silicon Valley.

19. Name and location of hotel or other lodging facility:

Hotel Aspen, 110 W Main St, Aspen, CO 81611

20. Reason(s) for selecting hotel or other lodging facility:

The Hotel Aspen is close to the event venue but rate is cheaper than the St. Regis group rate.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The daily maximum is more expensive than per diem rates. The lodging chosen is close to the venue but cheaper than the group rate we have with the St. Regis. Meals are the same as provided to all speakers at attendees at the Forum.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

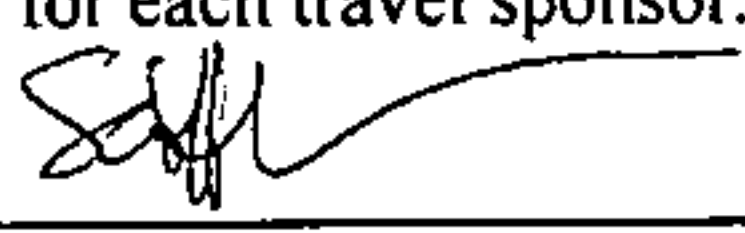
Coach class airfare is offered.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: 

Name and Title: Scott Wallsten

Name of Organization: Technology Policy Institute

Address: 409 12th Street, SW, Suite 700, Washington, DC 20024

Telephone Number: 202-828-4405

Fax Number: N/A

E-mail Address: asmorodin@techpolicyinstitute.org

Instructions
(Do not file the Instructions with OPR)

General Instructions

- The Senate Select Committee on Ethics (“Ethics Committee”) has developed guidelines for evaluating privately-sponsored trips and for judging whether trip expenses are reasonable. Trip sponsors should consult the *Senate Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, prior to filling out the *Private Sponsor Travel Certification Form* and contact the Ethics Committee at (202) 224-2981 with any additional questions. The Ethics Committee will make the final determination as to whether the expenses incurred during a privately-sponsored trip are reasonable.
- If there are multiple sponsors, they should jointly complete one *Private Sponsor Travel Certification Form* for the trip. Each travel sponsor should complete the signature block.
- When evaluating a trip proposal and judging the reasonableness of expenses, the Ethics Committee will consider the following factors:
 - a. the stated mission of the organization sponsoring the trip;
 - b. the organization’s prior history of sponsoring congressional trips, if any;
 - c. other educational activities performed by the organization besides sponsoring congressional trips;
 - d. whether any trips previously sponsored by the organization led to an investigation by the Select Committee on Ethics;
 - e. whether the length of the trip and the itinerary is consistent with the official purpose of the trip;
 - f. whether there is an adequate connection between a trip and official duties;
 - g. the reasonableness of the total amount spent by a sponsor of the trip;
 - h. whether there is a direct and immediate relationship between a source of funding and an event;
 - i. the maximum *per diem* rates for official Federal Government travel published annually by the General Services Administration, the Department of State, and the Department of Defense;
 - j. whether travel to a location or event is arranged or organized without regard to congressional participation, or whether it is specifically organized for Congressional staff; and
 - k. any other factor deemed relevant by the Select Committee on Ethics.

Consult the *Senate Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, for further discussion of these factors.

- Responses to each question should be brief, consistent with the requirement to provide all relevant information. Attach additional pages, as necessary.
- To allow sufficient time for the Ethics Committee to review requests for privately sponsored travel, the participating Senate Members, officers, and employees must submit the completed form to the Ethics Committee at least **thirty (30) days** before the date of the proposed trip.

Filling out the Private Sponsor Travel Certification Form (Question by Question Instructions)

1. *Sponsor(s) of the trip (please list all sponsors):* A sponsor of a trip is any person, organization, or other entity contributing funds or in-kind support for the trip. A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip. If Members, officers, and employees are participating in an event or fact-finding trip in connection with their duties, they may accept necessary travel expenses only from the event or trip sponsor.
2. *Description of the trip:* Provide a brief statement about the purpose of the trip.
3. *Dates of travel:* Provide the dates of departure and return.
4. *Place of travel:* Provide the destination(s) for the trip.
5. *Name and titles of Senate invitees:* Provide the name and title for each Senate Member, officer, or employee who is invited on the trip.
6. *I certify that the trip fits one of the following categories:* A Senate Member, officer, or employee may accept privately sponsored travel only from sponsor(s) of a trip that fits one of the categories listed. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standard.
7. *Financing of the trip, earmarked funds and in-kind contributions:* Senate Members, officers, and staff may not accept privately-sponsored travel funded by a registered lobbyist or foreign agent. Members, officers, and staff may not participate in privately-sponsored travel when the sponsors accept funds or in-kind contributions earmarked for this particular trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal. Earmarking includes any direction, agreement, or suggestion -- formal or informal -- to use donated funds, goods, services, or other in-kind contributions for a particular trip or purpose.
8. *Lobbyist/agent of a foreign principal involvement:* Senate invitees may not participate in trips planned, organized, arranged, or requested by a lobbyist or foreign agent in more than a *de minimis* way, which means negligible or inconsequential. It would be considered inconsequential for one or more lobbyists or foreign agents to serve on the board of an organization that is sponsoring travel, as long as the lobbyists or foreign agents are not involved in the trip. It is also permissible for a lobbyist to respond to a trip sponsor's request to identify Senate invitees with interest in a particular issue relevant to a planned trip. However, a lobbyist is not allowed to solicit or initiate communication with a trip sponsor, have control over which Senate employees are invited on a trip, extend or forward an invitation to a participant, determine the trip itinerary, or be mentioned in the invitation.

Example: A trip sponsor that is a § 501(c)(3) non-profit organization asks a lobbyist to recommend staffers who might be most interested in joining a trip to the U.S.-Mexican border. If a lobbyist knows a staffer who has a particular interest in the DEA's activities at the border, then providing that information (in light of the trip sponsor's request), in and of itself, would not exceed a *de minimis* level of participation, and would be permitted. However, it would not be permissible for the lobbyist to initiate contact with the trip sponsor to suggest that a particular Senate staffer be invited or forward an invitation to that staffer. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standards.

9. *Lobbyist/agent of a foreign principal accompaniment standards:* Senate Members, officers, and staff may not accept privately-sponsored travel from an entity that retains or employs one or more federally-registered lobbyists or foreign agents unless one of the listed scenarios applies. *At any segment of the trip* means lobbyists may not accompany the Senate invitee for parts of the travel to and from the event (not at the event itself or the location being visited). *At any point throughout the trip* means lobbyists may not accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited, other than in a *de minimis* way. This is a broader prohibition than the *at any segment of a trip* standard.

"De minimis" exception: Both lobbyist/agent of a foreign principal "accompaniment" prohibitions include a *de minimis* exemption. *De minimis* means negligible or inconsequential. The mere coincidental presence of a lobbyist or foreign agent at an event would likely be considered *de minimis*. But in making the final determination, the Ethics Committee will consider the totality of the circumstances, including the amount of time lobbyists or foreign agents are present at the event; the amount of direct contact they have with Senate invitees; and the amount of control a trip sponsor has over their presence or contact with Senate guests. For example, if the trip includes attendance at an event considered widely-attended under Rule 35(1)(c)(18), the trip sponsor is unlikely to know all attendees present. Thus, it is likely to be permissible for such widely-attended events to include both a Senate guest and a lobbyist. Similarly, an organization cannot possibly know all the other passengers taking the same flight or other common carrier to a given destination. Accordingly, the sponsor does not need to certify that it knows for certain that no lobbyist or foreign agent will be on such a common carrier.

10. *If travel includes two overnight stays:* The Ethics Committee may approve two overnight stays for trips sponsored by an entity that employs or retains one or more lobbyists or foreign agents under certain conditions. Consult Committee regulations for additional information.
11. *An itinerary for the trip is attached to this form:* The Ethics Committee will not review the trip request without a detailed (hour-by-hour), complete and final itinerary for the trip. As a general matter, the Ethics Committee advises that each travel day contain a minimum of 6 hours of officially-related activities for Senate invitees.
12. *Briefly describe the role of each sponsor in organizing and conducting the trip:* A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip.
13. *Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:* Provide a brief description of the stated mission of each sponsor and how it relates to the trip.
14. *Briefly describe each sponsor's prior history of sponsoring congressional trips:* Provide a brief discussion of the sponsor's history of sponsoring congressional travel. It is not necessary to list every trip.
15. *Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):* Provide a brief description of the educational activities performed by each sponsor. It is not necessary to list every individual activity; the description may be by kind or category of educational activity involved.
16. *Total expenses for each participant:* Indicate whether the figures provided are actual amounts or good faith estimates by checking the appropriate box. All trip expenses should be included. Expenses other than those for transportation, lodging, and meals must be individually listed and specified. Attach additional pages as necessary.

17. *Congressional participation:* For events that are arranged without regard to congressional participation (for example, annual meetings, conferences, seminars, and symposiums of trade associations, professional societies, business associations, and other membership organizations), the Ethics Committee may, but is not required to, allow Senate Members, officers, and employees to accept lodging and meal expenses that are commensurate with what is customarily provided to non-congressional attendees in similar circumstances. For events specifically arranged around congressional participation, lodging, meal expenses and other expenses must be "reasonable" in accordance with Ethics Committee regulations.
18. *Reason for selecting the location of the event or trip:* The location of the trip *must be related to its purpose*. A brief but detailed description of the reason for the selection of the location must be provided.
19. *Name and location of hotel or other lodging facility:* Include the exact name and address of the hotel or other lodging facility.
20. *Reasons for selecting hotel or other lodging facility:* Provide an explanation of the sponsor's rationale for selecting the particular lodging, include information such as proximity to the airport or site to be visited.
21. *Describe how the daily expenses for lodging, meals, and other expenses provided to trip participant compare to the maximum per diem rates for official Federal Government travel:* Where feasible and available, trip expenses for lodging and meals should generally be comparable to the government *per diem* rates. The circumstances surrounding a particular trip may legitimately require lodging and meal expenses to exceed these rates. Consult the Ethics Committee regulations for additional information.
22. *Describe the type and class of transportation being provided:* While coach or business-class fare may be accepted, first-class fare for any mode of transportation may be permitted only under limited conditions and only with specific prior written approval by the Ethics Committee. Transportation on a private or charter aircraft is not permitted for privately-sponsored travel under any circumstances.
23. *Expenses for recreational activity, alcohol, or entertainment:* The only recreational or entertainment activities that will be approved by the Ethics Committee are those that are provided to all attendees and are an integral part of an event. Alcoholic beverages are not considered to be a reasonable expense.
24. *List any entertainment that will be provided to, paid for or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:* Entertainment expenses that are not provided to all attendees and deemed an integral part of the event will not be approved by the Ethics Committee.
25. *Certification:* Each sponsor of a trip should sign the form and certify that the information is complete and correct. Attach additional pages with the certification and signature block, as necessary, for each trip sponsor.

9:00 am – 10:00 am	<p>Panel: AI and Automation: A Jobless Future? □ , □ , or □ <i>A discussion of the effects of artificial intelligence and innovation on jobs and the economy.</i></p> <p>Diane Bailey, <i>Associate Professor, School of Information, University of Texas at Austin</i></p> <p>James Bessen, <i>Lecturer in Law, Boston University School of Law and Director and Founder, Research on Innovation</i></p> <p>Ece Kamar, <i>Researcher, Adaptive Systems and Interaction group, Microsoft Research Redmond</i></p> <p>Hal Varian, <i>Chief Economist, Google and Professor Emeritus, Haas School of Business and Department of Economics, University of California at Berkeley</i></p> <p>Scott Wallsten (moderator), <i>President and Senior Fellow, Technology Policy Institute</i></p>
10:00 am – 10:15 am	Break
10:15 am – 11:15 am	<p>Panel: The Internet of Things: Connecting It and Protecting It <i>A discussion of the growth of the “Internet of Things,” including spectrum availability and cybersecurity issues.</i></p> <p>Rob Alderfer, <i>Vice President of Technology Policy, CableLabs</i></p> <p>Ashley Durmer, <i>Senior Vice President, Government Relations & Public Affairs, Ligado Networks</i></p> <p>Gerry Faulhaber <i>Professor Emeritus, Business Economics, Public Policy, and Management, Wharton School, University of Pennsylvania</i></p> <p>The Honorable Darrell Issa, <i>U.S. House of Representatives</i></p> <p>David Young, <i>Vice President, Public Policy, Verizon</i></p>
11:30 am – 12:00 pm	Lunch and Solar Eclipse

12:00 pm – 1:00 pm	<p>Keynote Discussion</p> <p>The Privacy Regulators</p> <p><i>A discussion between U.S. and European data privacy regulators</i></p> <p>Giovanni Buttarelli, <i>European Data Protection Supervisor, European Union</i></p> <p>The Honorable Maureen Ohlhausen, <i>Acting Chairman, Federal Trade Commission</i></p> <p>Julie Brill (moderator), <i>Former Commissioner, Federal Trade Commission, and Corporate Vice President and Deputy General Counsel, Privacy and Regulatory Affairs Group, Microsoft</i></p>
1:15 pm – 2:15 pm	<p>Panel: ICT consolidation: Business Imperatives and Policy Responses</p> <p><i>A discussion on business integration and the tension with antitrust theory and enforcement</i></p> <p>Robert Crandall, <i>Adjunct Senior Fellow, Technology Policy Institute and Nonresident Senior Fellow, The Brookings Institution</i></p> <p>Dina Kallay, <i>Head of Antitrust, Ericsson</i></p> <p>Michael Katz, <i>Sarin Professor Emeritus in Strategy and Leadership, Professor Emeritus, Department of Economics, Haas School of Business, University of California Berkeley</i></p> <p>Laura Martin, <i>Senior Analyst, Entertainment and Internet, Needham & Company</i></p> <p>Roger Noll, <i>Professor of Economics, Emeritus, Stanford University and Senior Fellow, Stanford Institute for Economic Policy Research</i></p>
2:15 pm – 2:45 pm	<p>Keynote Discussion</p> <p><i>A discussion on the political origins of spectrum policy and allocation</i></p> <p>Thomas Hazlett, <i>Hugh H. Macaulay Endowed Professor of Economics, John E. Walker Department of Economics, Clemson University</i></p> <p><i>“The Political Spectrum”</i></p>

3:00 - 4:30 pm	<p>Concurrent Breakout Session: Title I to Title II and Back Again: Can we end the net neutrality debate?</p> <p><i>A discussion on network neutrality and the role of Congress vs. independent agencies</i></p> <p>David Goldman (invited), <i>Chief Counsel for Communications and Technology, Subcommittee on Communications and Technology, Committee on Energy and Commerce, U.S. House of Representatives</i></p> <p>Christopher Hooton, <i>Chief Economist, Internet Association</i></p> <p>Hal Singer, <i>Principal, Economists Incorporated; Senior Fellow, George Washington's Institute for Public Policy</i></p> <p>Berin Szoka, <i>President, TechFreedom</i></p> <p>Crystal Tully (invited), <i>Counsel, Subcommittee on Communications, Technology, Innovation, and the Internet, Committee on Commerce, Science, and Transportation, U.S. Senate</i></p> <p>Scott Wallsten (moderator), <i>President and Senior Fellow, Technology Policy Institute</i></p>
3:00 - 4:30 pm	<p>Concurrent Breakout Session: Refarming Spectrum: What Have We Learned?</p> <p><i>A discussion on the most recent spectrum auction and recent initiatives for releasing or re-allocating more.</i></p> <p>Cort Bush (invited), <i>Professional Staff Member, Subcommittee on Communications, Technology, Innovation, and the Internet, Committee on Commerce, Science, and Transportation, U.S. Senate</i></p> <p>Gary Epstein, <i>Former Chair, Incentive Auction Task Force, Federal Communications Commission</i></p> <p>Kathleen Ham, <i>Senior Vice President, Government Affairs, T-Mobile</i></p> <p>Tom Hazlett, <i>H.H. Macaulay Endowed Chair in Economics, Clemson University</i></p> <p>Evan Kwerel, <i>Senior Economic Advisor, Office of Strategic Planning & Policy Analysis, Federal Communications Commission</i></p> <p>Joan Marsh, <i>Senior Vice President of Federal Regulatory, AT&T</i></p>

	<p>Sarah Oh, <i>Research Fellow, Technology Policy Institute</i></p> <p>Peter Pitsch, <i>Executive Director of Communications Policy and Associate General Counsel, Intel Corporation</i></p> <p>Greg Rosston (moderator), <i>Director, Public Policy Program and Senior Fellow, Stanford Institute for Economic Policy Research, Stanford University</i></p>
6:30 pm – 8:00 pm	<p>Reception and Dinner</p> <p>Keynote</p> <p><i>Humorous keynote speech on the economy</i></p> <p>Yoram Bauman, <i>The Stand-Up Economist</i></p>

	Tuesday, August 22
7:30 am	Breakfast
9:00 am – 10 am	<p>Panel: Terminally Unconnected: Will We Ever Get Everyone Online? <i>A discussion of broadband subsidies and possibilities for reform.</i></p> <p>John Horrigan, <i>Senior Researcher, Pew Research Center</i></p> <p>Mark Jamison, <i>Senior Lecturer and Director, Public Utility Research Center, Warrington College of Business, University of Florida</i></p> <p>Jeff Kohler, <i>Co-Founder, Chief Development Officer, and Director, Rise Broadband</i></p> <p>Nicol Turner-Lee, <i>Governance Studies Fellow, Center for Technology Innovation, Brookings</i></p> <p>Madura Wijewardena, <i>Vice President, Global Public Policy, Comcast Corporation</i></p> <p>Jonathan Make (moderator), <i>Executive Editor, Warren Communications News</i></p>

10:00 am – 10:30 am	<p>Keynote Address</p> <p><i>Remarks from the president of the Newseum on technology's role in the spread of "fake news"</i></p> <p>Jeffrey Herbst, <i>President and Chief Executive Officer, Newseum</i></p> <p><i>"Technological Disruption of the Media and the Rise of Fake News"</i></p> <p>David McCabe (moderator), <i>Technology Reporter, Axios</i></p>
10:30 am – 10:45 am	Break
10:45 am – 11:45 am	<p>Panel: Who Is In Charge of the Internet? The Role of International Institutions</p> <p><i>Discussion of the implications of the end of the U.S. oversight of ICANN and the possibility of increased influence of international institutions</i></p> <p>Laura Denardis, <i>Professor of Internet Architecture and Governance, and Associate Dean, School of Communication, American University</i></p> <p>Wolfgang Kopf, <i>Senior Vice President of Group Public and Regulatory Affairs at Deutsche Telekom</i></p> <p>The Honorable Michael O'Rielly, <i>Commissioner, Federal Communications Commission</i></p> <p>Will Hudson, <i>Senior Advisor for International Policy, Google</i></p> <p>David Gross (moderator), <i>Partner and Co-Chair, Telecom, Media and Technology Practice, Wiley Rein LLP</i></p>
11:45 am – 12:00 pm	<p>Update on the Federal Communications Commission Office of Economics and Data</p> <p><i>Remarks on the status of the creation of FCC's new Office of Economics and Data</i></p> <p>Wayne Leighton, <i>Acting Chief, Office of Strategic Planning & Policy Analysis, Federal Communications Commission</i></p>
12:00 pm – 12:30 pm	Buffet Lunch

12:30 pm – 1:15 pm	<p>Closing Luncheon Speaker</p> <p><i>Author discusses his book on how the technological advances that have simplified our lives have made the systems governing our lives overcomplicated</i></p> <p>Samuel Arbesman, <i>author and Scientist in Residence, Lux Capital</i></p> <p><i>“Overcomplicated: Technology at the Limits of Comprehension”</i></p>
Return Travel 3:55 pm – 11:15 pm	<p>Flight UA5951</p> <p>ASPEN, CO (ASE) 3:55 PM to DENVER, CO (DEN) 4:50 PM</p> <p>Flight UA344</p> <p>DENVER, CO (DEN) 5:52 PM to WASHINGTON, DC (IAD - DULLES) 11:15 PM</p>



Ms. Crystal Tully
Counsel
Subcommittee on Communications, Technology, Innovation, and the Internet
Committee on Commerce, Science, and Transportation
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Washington, DC 20510

Scott Wallsten, President

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Technology Policy Institute Aspen Forum

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<ul style="list-style-type: none">•David L. Cohen, Comcast Executive Vice President•Dennis Kooker, President, Global Digital Business & U.S. Sales, Sony Music Entertainment•Reid Hoffman, Entrepreneur and VC•Kelly Merryman, Vice President, Content Partnerships for YouTube and Google•Victor Nichols, Experian North America CEO•Paul Otellini, Intel CEO•Evan Shapiro, Executive Vice President, Digital Enterprises, NBCUniversal•Brad Smith, Intuit CEO•Peter Thiel, Entrepreneur and VC•Hal Varian, Google Chief Economist•Tim Westergren, Pandora Founder	<ul style="list-style-type: none">•Julie Brill, FTC Commissioner•Mignon Clyburn, FCC Commissioner•David Gross, Ambassador•William Kovacic, Former FTC Chairman•Alexander Macgillivray, Deputy Chief Technology Officer, Office of Science and Technology Policy, The White House•Robert McDowell, FCC Commissioner•Terrell McSweeney, FTC Commissioner•Maureen Ohlhausen, FTC Commissioner•Michael O'Rielly, FCC Commissioner•Edith Ramirez, FTC Chairwoman•Scott Tipton, U.S. House of Representatives Member•Mark Udall, U.S. Senator	<ul style="list-style-type: none">•Gordon Crovitz, Wall Street Journal Columnist and Former Publisher•Mitch Daniels, Purdue University President•Susan Athey, Stanford University•Timothy Bresnahan, Stanford University•Erik Brynjolfsson, MIT•Dale Jorgenson, Harvard

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